

PRINTING AND PHOTOGRAPHY GROUP
WEEKLY REPORT FOR PERIOD OF
23 November 1988 - 29 November 1988

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred
During the Preceding Week:

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A. On 25 November 1988, the Office of Logistics, Printing and Photography Group (OL/P&PG) received two requests for additional copies of recently printed recruitment brochures. One request was for [] copies of the Directorate of Administration, Office of Personnel (OP) brochure which apparently is a popular item because P&PG had printed and disseminated [] copies just two months ago. The second request was for [] copies of a Directorate of Intelligence brochure. [] copies of this publication were completed in June of this year. Due to the large quantity requested for each publication, both requisitions will probably be contracted out to a commercial printer. []

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B. On 23 November 1988, the Office of Logistics, Printing and Photography Group (OL/P&PG) received a request for an additional [] copies of the Personal History Statement form. [] copies of this statement were printed and delivered to the Office of Personnel (OP) in late October of this year. []
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C. To date, the Office of Logistics, Printing and Photography Group (OL/P&PG) has received very little new data from the various contributors to the 1990-1991 Congressional Budget Justification Books (CBBJ). The target date for completion of the 14-volumes is still 3 January 1989. []

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D. On 28 November 1989, the Office of Logistics, Printing and Photography Group (OL/P&PG) received from the DI, Current Production and Analytic Support (CPAS) to produce nine 3 x 5 "Baseball Card Bios" for processing. The new format biographic cards are to be delivered to the White House with the PDB on 29 November 1989. [REDACTED]

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E. The DI Current Production and Analytic Support (CPAS) office has requested [REDACTED] copies of the DI Analyst Guide. The job consists of 75 text pages and 7 index tabs. Due to the production time required, five advance copies are being provided by 30 November 1988 and the balance of the job will be completed early in December.

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F. The Office of Logistics, Printing and Photography Group (OL/P&PG) is producing "A Consumer's Guide to Intelligence" for the DI, Current Production and Analytic Support (CPAS) office. At noon on 28 November, P&PG received word from CPAS to stop production on this product until further notice. Indications are that the DCI wants to make changes that may necessitate complete recomposition. An interesting subtitle to this paper is "What It Is and Where To Find It". [REDACTED]

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G. The DI, Current Production and Analytic Support (CPAS) has submitted the 1989 World Factbook data base to the Office of Logistics, Printing and Photography Group (OL/P&PG) to begin processing this week. Typesetting routines to streamline the production process have been developed and galley proofs should be ready by the end of the week. [REDACTED]

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III. Upcoming Events:

None.

IV. Management Concerns and Activities:

None.

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